

**Cannabis Control Authority
Board of Directors Meeting**

MINUTES

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April 12, 2022

11:30 AM - 2:30 PM

**Commissioner's Conference Room (Basement)
Virginia Workers' Compensation Commission
333 E. Franklin St.
Richmond, VA 23219
Richmond, VA**

MEMBERS PRESENT: Neil Amin, Chair
Bette Brand
Shane Emmett
Rasheeda N. Creighton

LEGAL COUNSEL: James M. Flaherty, Assistant Attorney General, Office of the
Attorney General

PRESENTERS:
Jamie Patten, Department of Juvenile Justice
Jeremy Preiss, Cannabis Control Authority
Matt Prentice, Cannabis Control Authority

1. CALL TO ORDER

Mr. Amin called the meeting to order at 11:35 AM.

2. DETERMINATION OF A QUORUM

Mr. Amin determined that with four members present, the Board had a quorum.

3. APPROVAL OF THE AGENDA

Upon a motion by Ms. Creighton, and duly seconded, the members unanimously voted to approve the meeting's agenda.

4. APPROVAL OF PREVIOUS MEETING'S MINUTES

Upon motion by Ms. Brand, and duly seconded, the members unanimously voted to approve the draft minutes from the February 14, 2021, board meeting.

5. FINANCIAL UPDATE

Ms. Patten provided an update on the financial status of the CCA. She spoke to the implications of the transition to the Cardinal payroll system and provided guidance to Board Members on how to access the system in the future. Mr. Amin asked if the CCA was over budget on any item or if there were accrued expenses that were outstanding. Ms. Patten stated there were no items over budget and there were a few travel expenses for Board Members that had not been paid due to the system transition; she indicated these items would be accounted for shortly.

6. LEGISLATIVE UPDATE

Mr. Preiss provided a legislative update on the 2022 General Assembly Session, recent Governor's amendments to legislation, and the existing statutorily required duties of the CCA that did not require reenactment of the 2021 legislation. Ms. Creighton asked if there was a plan in place for how to incorporate updates to the public health and public safety guidance and information the CCA plans to produce in fiscal year 2023. CCA staff stated that this material will be published on the forthcoming CCA website; updates to this material will be uploaded to the website and publicly accessible.

8. UPDATE ON MEDICAL CANNABIS PROGRAM

Mr. Prentice provided an update on the medical cannabis program currently administered by the Department of Health Professions and their Board of Pharmacy. The update included a brief overview of the medical program, the volume of approved patients and applications received by the Board of Pharmacy, and recent legislation signed by the Governor that impacts the medical cannabis program. Mr. Emmett asked how many applications were pending review by the Board of Pharmacy. CCA staff did not know the exact size of the backlog but noted the Board of Pharmacy's stated goal is to process applications in a timely manner and within at least 60 days. Mr. Amin asked if data within the medical cannabis program was covered by the privacy provisions of the Health Insurance Portability and Accountability Act (HIPAA). CCA staff stated that it is their understanding that the medical cannabis program's data are covered by HIPAA and committed to confirm that point.

Ms. Creighton asked when the CCA would begin staffing to support the medical cannabis program. CCA staff stated that the Authority has developed three positions to support the medical program and broader regulatory work of the CCA. The intention is to begin filling these positions in the coming months.

9. CCA WEBSITE UPDATE

Mr. Prentice provided an update on the process of creating a website for the CCA, including identifying necessary capabilities and accessibility requirements, as well as detailing the resources and information intended to be made available on the website. Mr. Amin stressed that the website would be an important tool for the public to contact the CCA with any questions and to potentially report or make the CCA aware of any relevant issues. Mr. Emmett emphasized that "CCA.Virginia.Gov" may not be the best domain for search engine optimization (SEO) compared to spelling out "Cannabis" in the domain. CCA staff stated that "Cannabis.Virginia.Gov" is an existing website and that staff would explore how best to either maintain this second site, or perhaps use it to redirect users to the "CCA.Virginia.Gov" website.

10. OUTREACH TO SOUTHWEST VIRGINIA

Mr. Preiss presented the plan for CCA staff and participating board members to travel to Southwest Virginia to meet with stakeholders who have interests in cannabis and or are otherwise interested in the CCA's work. He noted the "Listen and Learn" trip is being led by Ms. Brand. Mr. Preiss emphasized the importance for the CCA to engage and do outreach with stakeholders throughout the Commonwealth to support future regulations and the broader work of the CCA; the trip to Southwest Virginia was the beginning of a broader effort to connect with areas around Virginia. Ms. Brand highlighted the geographical and logistical uniqueness of Southwest Virginia and the importance of connecting with different areas and groups in the area. Ms. Brand stated that she's heard from several members of the public that they are looking forward to connecting with the CCA to share their perspective and learn more about the work of the CCA.

11. CANNABIS PUBLIC HEALTH ADVISORY COMMITTEE

Mr. Prentice provided a brief update to the Board on his goal of convening the Cannabis Public Health Advisory Committee in the coming months. Ms. Creighton asked about the status of the Cannabis Equity Reinvestment Board. CCA Staff stated that the future work of this Board, which operates as a board under the auspices of the executive branch, is under review following the 2022 General Assembly's non-reenactment of the legislative framework for an adult-use market.

11. PUBLIC COMMENT PERIOD

At 12:40 PM Mr. Amin invited comment from the public. Mitchell Smiley with the Virginia Municipal League introduced himself and offered to be a resource for the CCA. Hunter Jamerson with Jushi, a pharmaceutical processor in Virginia, introduced himself and offered to be a resource for the CCA. JM Pedini, with NORML, introduced themselves and offered to be a resource for the CCA. Sheba Williams, a board member of the Cannabis Equity Reinvestment Board and the criminal justice reform group "Nolef Turns," introduced herself. Ms. Williams expressed concern about the continued incarceration of individuals for crimes that would not be illegal in Virginia if they were committed today.

At 12:44 PM, seeing that no one else from the public wished to speak, the Chair closed the public comment period.

12. CLOSED SESSION

At 1:00 PM, Mr. Amin moved that the Board enter closed session pursuant to 2.2-3711(A)(29) - Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Ms. Creighton seconded, and the motion was unanimously approved. Attending the closed session in full were the four Board Members present, Mr. Preiss and Mr. Prentice from CCA Staff, and Counsel Mr. Jim Flaherty.

Upon the Board's return from closed session at 2:00 PM, the Chair moved to certify that to the best of his knowledge only matters falling under 2.2-3711(A)(29) were discussed in the closed session. Mr. Emmett seconded, and the motion was unanimously approved.

12. ADJOURNMENT

The Board adjourned at 2:02 PM.